

**Newburyport Public Library
Board of Directors – Regular Meeting
December 5, 2012**

Call to Order

The meeting was called to order at 5:15PM by Elizabeth Valeriani. Attending, in addition to Ms. Valeriani, were Board members Monica Blondin, Kathy Carey, James Connolly, Joseph Donnelly, Barbara Dowd, Marcia Edson, Robert Gould, Steven Moore and Mayor Donna Holaday. Also attending was Head Librarian and Recording Secretary Cynthia Hubbard Dadd. Josiah Welch and Thomas O'Brien were absent. Guests attending were Friends of the Library Board of Directors members Amantha Moore and Al Lavender.

Approval of Minutes

The minutes of the November 7, 2012 meeting were approved with the correction that Ms. Dowd was in attendance at the meeting, on a motion by Ms. Dowd; seconded by Ms. Carey.

Friends of the Library Awareness Campaign

FOL Board of Directors members Amantha Moore and Al Lavender returned for further discussion of their “awareness” campaign regarding the level of support that the group is providing to the library and the challenges in continuing as they face reduced income. Mayor Holaday was present for the discussion and committed to municipal budget planning that accommodates the reduced funding that will be available from the Friends group. Of particular concern is funding for library technology needs. Mayor Holaday instructed Ms. Dadd to include a technology line item in the FY14 budget request, accompanied by a technology plan.

New Business:

Teen Loft/Children's Room News

Children's Room –

Ms. Dadd told the Board that many activities are planned for the Children's Room in December. Most exciting is this Thursday's program “A Pig and Two Pugs: Pig out on Reading”. (1:30PM) Farmer Minor will be bringing his potbellied pig Daisy and Daisy's two pug friends to the library. Daisy and Farmer Minor will read some pig-

themed books and then Farmer Minor will tell stories about growing up on a farm. After the program, everyone will be invited to interact with Daisy and her friends. Pictures are encouraged. Program is for all ages; no registration required.

Winter/Christmas movie afternoon – Tuesday, December 11th. All ages are invited to this classic movie marathon, complete with snacks. Showing : A Charlie Brown Christmas at 3:15PM, “Rudolph the Red-nosed Reindeer” at 3:50PM and “Frosty the Snowman” at 5PM.

There will be a special family movie afternoon on Thursday, December 27th. “Back to the Future” will be showing at 1PM. All ages welcome; snacks provided.

Lego Club continues monthly, next on Saturday, December 15th

Ms. Dadd shared information from Jessica Hilbun and Jessica Atherton regarding upcoming program offerings for teens and adults.

Teen Loft – Upcoming for teens:

Gingerbread House decorating – Thursday, 12/6 and Monday, December 17th at 3-4:30PM

Treat Yourself: Spa Day for Teen – Friday 12/14, 3-4:30PM

Tales from Beyond –Nightmare after Christmas – story teller Greg McAdam with some spooky post-Christmas fun – December 29th at 2:30PM

****Adult Programs –**

Wednesday movie matinees -2:30 PM – Next is “Double Indemnity”

“Novel Ideas” – fiction book group for adults – meets monthly on a Tuesday evening Dec. 10th – Andover Townsman barbershop singers group holiday performance

Dec. 21st – Richard and Mary Rancatore playing violin and piano in the library lobby for a couple of hours – Friday afternoon

November Statistics

Although November was a relatively short month (256 hours compared to 268 last November), attendance and circulation were strong, with total circulation virtually unchanged since last year. Lynn Marks reported that strong areas of circulation included DVDs, children’s audiobooks and Overdrive downloadable audio and ebooks. It has been a year since the implementation of the two self-check stations. Ms. Dadd told the Board that both staff and patrons appreciate having this option. Last November, 14% of all checkouts were handled by self-check. This November, that amount has risen to 20%.

FY14 Action Plan Update

Ms. Dadd told the Board that the FY14 Action Plan update was completed, with extensive input from the library department heads. It was submitted to the MA Board of Library Commissioners prior to the December 3rd deadline. The MVLC action plan was also completed by the committee chaired by Ms. Dadd and was submitted as well.

NAID Request

On behalf of the library, the Friends have again made a funding request to the NAID Foundation. The request is for a gift to purchase additional computer tables for the Reference Room.

Carpet Replacement Request

Ms. Dadd told the Board that she had submitted requests to the Mayor's Office for a transfer of funds from free cash to replace carpet on the first floor (Reading Room, Media Hallway and Back Hall) and in the Teen Loft.

Peabody Trust Fund Donation

The members of the George Peabody Trust Fund met last week for their annual meeting. Ms. Dadd told the Board that the trust donated \$236 to the library for the purchase of a reference work entitled "The Middle East Conflict Library". The members discussed possible fundraising strategies to increase the value of the trust fund. They also discussed pursuing a non-profit status for the trust, if this is possible.

No Trespass Orders

Ms. Dadd requested that the Board move forward on an earlier offer to give "no trespass" orders to two patrons, each of whom has a documented history of problem behavior at the library. The Board issued the orders.

Other

The Board also discussed a possible room naming opportunity as well as the upcoming staff workshop on customer service in a multicultural environment. The Board directed Ms. Dadd to draft policy language regarding major gifts and naming opportunities. They also entertained a request from the Emma Andrews Improvement Association to sell holiday cards in the library lobby next week. This was approved.

December Calendar

The December library calendar was reviewed. Ms. Dadd reviewed her meeting schedule for December.

Adjournment

The meeting was adjourned at 6:25PM on a motion by Mr. Moore; seconded by Ms Blondin. **The next meeting will be held on January 9, 2013 at 5:15 PM.**

Respectfully submitted,

Cynthia Dadd
Recording Secretary